

**CITY OF WOODSTOCK  
PARKS & RECREATION COMMISSION**

December 9, 2014  
City Council Chambers

The regular meeting of the Woodstock Parks & Recreation Commission was called to order at 7:00 PM by Commissioner Laurel Sheahan on Tuesday, December 9, 2014 in Council Chambers at City Hall.

A roll call was taken.

**COMMISSION MEMBERS PRESENT:** Steve Erwin, Nic Kearfott, Laurel Sheahan,

**COMMISSION MEMBERS ABSENT:** Chairperson Mike McCleary

**STAFF PRESENT:** Parks and Facility Superintendent Ernie Nelson, Recreation Coordinator Alan Dunker.

**OTHERS PRESENT:** Deputy City Clerk Amy Weber

**C. FLOOR DISCUSSION:**

1. Public Comments  
No Comments
2. Commission Member comments for any item not on the agenda  
No Comments

**D. APPROVAL OF MINUTES:**

Motion by N. Kearfott, second by S. Erwin to accept the September 17, 2014 meeting minutes as presented.  
Ayes: S. Erwin, N. Kearfott, L. Sheahan. Nays: None. Absentees: Mike McCleary. Abstentions: None.  
Motion carried.

**E. TRANSMITTALS:** (No discussion or action requested)

1. Recreation Department Report for November 2014  
L. Sheahan asked the staff present if they wanted to discuss anything related to the November 2014 Recreation Department Report. A. Dunker stated that the Recreation Director Dave Zinnen wants to update the Parks Master Plan to include pursuing grants. L. Sheahan suggested to make this a future agenda item.
2. Parks Division Report for November 2014  
No Comments

**F. OLD BUSINESS:**

1. None

**G. NEW BUSINESS:**

1. Discussion of Renaming the Albert/Gerry Street Nature Area to the William C. Donato Conservation Area.

Woodstock High School student Amanda Jandernoa of 1014 Dakota Drive, Woodstock, IL appeared before the Commission seeking approval to re-name the Albert/Gerry Street Nature Area to the William C. Donato Conservation Area. She stated that William C. Donato has been instrumental in creating and maintaining the Gerry Street Nature Area and that he should be recognized for his dedication. Accompanying A. Jandernoa was

fellow classmate Roman Rodriguez of 877 Oak Street, Woodstock, IL who added that W. Donato has participated in maintaining the Conservation Area for the last 10 years including clearing paths, performing regular burning of the wetlands to improve plant quality, removal of non-native species of plants and clearing potential parking areas to increase public access. He also stated that W. Donato assisted students in building an observation deck overlooking the wetlands.

N. Kearfott asked what the signage at the location looks like today. John Headley of 1008 Powers Road, Woodstock, IL stated that currently the Park District does not officially have a name for the area. S. Erwin asked for clarification that the Albert/Gerry street name was not in honor of someone but it was the name of the person who originally owned the property however it is now owned by the City of Woodstock. J. Headley stated that that is correct.

S. Erwin asked E. Nelson if the Parks Division does any work in that area. E. Nelson replied that they do regular trimmings and they spread two loads of wood chips along the walking areas at the beginning and end of the season. He also stated that he is working along with W. Donato to address some safety issues in the area.

Motion by S. Erwin, second by N. Kearfott to recommend to Woodstock City Council to name the Albert/Gerry Street nature area the William C. Donato Conservation Area. Ayes: N. Kearfott, L. Sheahan, S. Erwin. Nays: None. Absentees: M. McCleary. Abstentions: None. Motion carried.

## 2. Discussion/Transmittal of CIP Parks Plan

E. Nelson stated that new items were added to the plan since the walkthrough in September, 2014. He stated that the new items include field fencing and parking in the square bump-out renovations. He stated that when the bump-outs were constructed there were no plans put in place for replacement and a lot of the “stuff” burned off last winter therefore he is looking for funding to put new plants into the 72 bump-outs including the 40 bump-outs directly around the Square. E. Nelson stated that he would also like to request funding for Woodstock City Hall flower bed renovations. In addition, he discussed the Park Maintenance Facility, located in Emricson Park, and described it as old, deteriorating and in need of replacement. He also included the Bates Park shed on the plan. Lastly, he discussed the Route 47 Rotary Club sign that the Park District updates and stated that it is time-consuming to update and it takes an employee an average of 4 hours to complete. E. Nelson stated that he’d like to take the current structure down and put in a marquee that can be accessed and updated remotely with a cellular device, thus making the task more efficient and cost effective.

N. Kearfott asked about the cost of upgrading the structure. E. Nelson responded that he received a quote of \$60,000 from Correct Electric that would include using the existing structure, upgrading it and placing a flat-screen marquee the same size as the structure.

L. Sheahan asked if the Rotary sign was originally donated by Rotary Club and asked if the Rotary Club has been contacted to see if they wanted to donate anything to improve their sign. E. Nelson replied that the sign was donated by the Rotary Club and he hasn’t yet contacted them about it but plans to contact them soon.

S. Erwin asked E. Nelson if anyone had checked into the City's sign ordinances to make sure they are following the rules. E. Nelson replied that they haven't yet checked the sign ordinances but are planning on checking to make sure everything is in compliance.

L. Sheahan stated that a final itemized, prioritized CIP list would be helpful and noted that the bump-out and City Hall flower bed requests weren't listed. E. Nelson stated that these requests may be listed on a separate fund request. S. Erwin added that they would need the final list well before presenting it to City Council. E. Nelson stated that he did submit the additional requests but they may be listed on a separate fund request.

N. Kearfott asked how much money beyond the bond payments the City had access to this year. E. Nelson stated that this year the City had \$30,000 for the statue on the Square, and two other projects totaling \$75,000 to \$80,000 in addition to the bond payments.

E. Nelson stated that D. Zinnen and A. Dunker of the Recreation Department have recently met with the City of Woodstock grant writer to look into the possibility of getting grants and funding for ball field lighting.

S. Erwin asked E. Nelson who prioritizes the Parks CIP list. E. Nelson replied that he adds things to the list but he then reviews the list with Woodstock Public Works Director Paul Ruscko and Woodstock City Manager Roscoe C. Stelford III.

Motion by S. Erwin, second by N. Kearfott to recommend the Parks CIP Plan to the Woodstock City Council. Ayes: L. Sheahan, N. Kearfott, S. Erwin. Nays: None. Absentees: M. McCleary. Abstentions: None. Motion carried.

3. Request by D200 to Close Emricson Park on Oct 31 From 7AM-1PM for Sectional Cross Country Meet

N. Kearfott stated that D200 was selected to host a Sectional Cross Country Meet on October 31, 2014 and on behalf of D200 he would like to request that the Commission recommend to the City Council to close Emricson Park on October 31 from 7AM-1PM for the Sectional Cross Country Meet. He stated that a large venue is necessary due to the large number of event participants expected at the meet which include 12 teams of 7 runners, 10 individuals who also want to compete, family members and coaches and there is also a need for adequate parking. He also stated that they plan to hire staff to monitor traffic and crosswalks. He stated that they would also like to charge admission at the entrances of the park to help ensure the safety of the kids and to help with parking. He stated that the two races are scheduled for 10AM and 11AM and if necessary the time frame for closing and reopening the park could be narrowed to 8AM-12PM.

L. Sheahan commented that it's a good idea to host the event at Emricson Park because it has an excellent cross country course. N. Kearfott agreed and added that they could host the event at their school but it would not be nearly as nice as having it at Emricson Park.

S. Erwin stated that N. Kearfott may have understated the number of athlete's running in this sectional because there are 3 or 4 regionals with 5 or 6 teams per regional all going to this sectional which could add up to 20-26 teams. In addition, he added, there are individuals wanting to compete, plus teammates, coaches, and parents also attending the event and he stated he is also concerned about the amount of parking at the park and the

possible need for shuttling services.

N. Kearfott stated that he is in contact with someone at Grace Lutheran Church who may allow them to use their parking lot for overflow parking.

L. Sheahan stated that she hopes the City Council will realize the magnitude of this event and how this will benefit the park and local businesses such as gas stations and restaurants. N. Kearfott agreed and added that this is also a great opportunity to showcase Emricson Park.

Motion by S. Erwin, second by L. Sheahan to recommend to Woodstock City Council to close Emricson Park on October 31, 2015 from 7AM-1PM. Ayes: L. Sheahan, S. Erwin. Nays: None. Absentees: M. McCleary. Abstentions: N. Kearfott. Motion carried.

#### **H. FUTURE AGENDA ITEMS**

1. Tentative agenda items identified by Administration
  - a. Request by Recreation Director Dave Zinnen to add Pursue Grants to the Parks Master Plan
2. Requested by Commission: Any member may suggest an item to be considered by the Commission at a future meeting, but must be approved by a majority of the Commission to be included as a future agenda item.
  - a. Request by Woodstock Girls Softball to Construct Scoreboards at Bates Park

#### **I. ADJOURNMENT**

Motion by S. Erwin, second by N. Kearfott to adjourn the regular meeting of the Woodstock Parks and Recreation Commission. Ayes: L. Sheahan, N. Kearfott, S. Erwin. Nays: None. Absentees: M. McCleary. Abstentions: None. Motion carried.

Meeting adjourned at 7:34 PM.

Respectfully submitted,

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Amy Weber – Deputy City Clerk